

**KEENE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**Tuesday, April 23, 2013**

Present: Paul Henkel, Ken Jue, Sally Miller, Judy Noonan, Kathleen Packard, Judy Putnam, Lynn Simington, Georgia Tasoulas, Nat Stout, Bill Stroup, Beth Truman, Councilwoman Ruth Venezia, and Director Nancy Vincent

1. The meeting was called to order by President Beth Truman at 5:02 PM.

2 a) The Minutes of March 26th were presented for approval.

On a motion duly made by Ken Jue and seconded by Judy Putnam, it was:

VOTED: to accept the March 26<sup>th</sup> Minutes – *passed unanimously*

2 b) The Emergency Meeting Minutes of April 13th were presented for approval.

On a motion duly made by Judy Putnam, and seconded by Judy Noonan, it was:

VOTED: to accept the April 13th Minutes – *passed unanimously*

**3. COMMITTEE REPORTS:**

**a. Finance:**

Treasurer's Report:

Judy Putnam presented the quarterly Treasurer's Report, and a review of the various City held Trust Funds, of which the principal amounts total \$211,796.24.

The Trustee budget itself had an opening balance of \$31,265.03 on January 1<sup>st</sup> and a closing balance on March 31<sup>st</sup> of \$27,880.50. Total income, including grants and gifts, was \$6,828.94, and expenses \$10,213.47.

On a motion duly made by Sally Miller, and seconded by Kathleen Packard, it was:

VOTED: to accept the Treasurer's Report – *passed unanimously*

On a motion duly made by Sally Miller, and seconded by Kathleen Packard, it was:

VOTED: to accept all Grants and Gifts – *passed unanimously*

**b. Building and Grounds:**

More plantings will be done soon. The first of three meetings with local caterers has taken place, to get opinions and advice for possibilities of updating the Heberton Hall kitchen. The next Buildings and Grounds meeting will take place on May 8<sup>th</sup> at 1:00 PM.

**c. Community Outreach:**

The budget for next year's Community Outreach programs has been established at \$31,104. Some of the programs this will fund, and the software required to run them, are the Summer Reading Program, Chautauqua, etc. The software for the Library's Calendar program, surveys, and online reading programs are also included in this budget.

**d. Long Range Planning Committee:**

The Scully/Architects firm has been selected to begin the process of planning the development of the Library Annex. After the firm has been notified by the City, there will be five days of public review and the contract will be signed. Eight focus groups are planned, to gather different areas of public interest. The LYRASIS library consulting firm has given a final report from last year.

**e. Fine Arts: No Report**

**f. Policy: No Report**

**g. Friends of the Keene Public Library:**

The Friends Annual Meeting will be May 1st at 5:00 PM, with local humorist Rebecca Rule as guest speaker. The April Book Sale results were \$11,021.75

**h. Horatio Colony Museum:**

The schedule of events for the next several months has been printed. The rare book collection, including special bindings, will be highlighted this season.

**i. Cheshire County Literacy Coalition: No Report**

**4. DIRECTOR'S REPORT**

Many applications for Digital Services Librarian are being reviewed. This is a part time position. The next City budget hearing will be May 14<sup>th</sup>. All departments have been told to review current expenditures from this year's budget and to submit requests to City Finance for permission to spend.

**5. Old Business:**

Paul Henkel brought up the point of summer work to be done on roads adjacent to the Library. Signage may be needed to redirect Library patrons to alternative parking.

**6. New Business:**

Bill Stroup mentioned that Keene State College will be having a lecture on the “Tempest” at Alumni Hall. He also mentioned that the rare book collection and bindings are well worth seeing at the Horatio Colony Museum.

On a motion duly made by Bill Stroup, and seconded by Judy Putnam, it was:

VOTED: to adjourn the meeting – *passed unanimously*

Meeting adjourned at 6:17 PM

Respectfully submitted,

Judith M. Noonan  
Secretary

**Next Meeting:  
Tuesday, May 27th 2013  
5:00 PM  
Keene Public Library**